Dear Parents/Guardians,

The North Carolina State Board of Education approved Credit by Demonstrated Mastery (CDM) BOE Policy GCS-M-001.13 in December 2012. The policy states that “Credit by Demonstrated Mastery is the process by which LEAs shall, based upon a body-of-evidence, award a student credit in a particular course without requiring the student to complete classroom instruction for a certain amount of seat time.” Credit by Demonstrated Mastery offers North Carolina students the opportunity to personalize and accelerate their learning by earning course credit through a demonstration of mastery of course material without completing seat time in a course. Students must demonstrate mastery through a two-phase process that includes and assessment and an artifact. Students who select to pursue CDM receive a pass/fail grade. The CDM process does not affect grade point average (GPA) in any way.

Beginning in the spring of 2015, to inform student placement for the 2015-16 school year, CDM shall be available for all NC students in grades 9-12 for high school courses and in grades 6-8 for high school courses offered in middle school (Math I, Spanish I). **During the fall of 2014, Newton-Conover City Schools will pilot CDM for Biology, English II, Math I, and non-clinical/non-advanced studies CTE courses.**

Students and parents must complete an application in order to begin the CDM process, which will occur in two separate phases. **Phase I**: Students will take the End of Course Exam or CTE exam for the subject they select. Students will take Phase I assessments on September 24-25 at a site to be determined. Students must score a Level IV on an EOC or a minimum of 93 on the CTE exam. Students meeting these criteria will continue into Phase II. **Phase II**: Students will create an artifact that reflects deep understanding of the content standards, including the ability to apply the skills and knowledge expected at the end of the course. This may require a presentation, project, interview, portfolio, etc. The CDM committee will then make a recommendation if the student earns credit.

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| **Fall 2014 CDM Window** |
| * **August 28, 2014:** Parents and students informed of the CDM timeline * **September 3, 2014:** Student applications are due to counselors. * **September 24-25, 2014**: Students take Phase I (EOCs, CTE post-assessments) assessments. Students will report to one designated location for testing (location TBD). * **October 3, 2014:** Parents and students will be notified of Phase I results / Schedule Phase 2 artifact work for students who achieve the required standard on Phase I assessment. * **October 27, 2014**: Phase 2 artifacts due. * **October 28-29, 2014**: Conduct school-level artifact review (Student Review Panel). * **October 30, 2014**: Provide results to students/families, provide an appeals process, share results, amend fall semester schedules. |

If you wish to apply for the Credit by Demonstrated Mastery pilot, please visit [**bit.ly/nccscdm**](file:///C:\Users\NCCS-Staff\Desktop\2013-14\Formal%20Letters\bit.ly\nccscdm) to download necessary documents and learn more about the process. **All applications must be received by your guidance counselor prior to September 3, 2014**.

If you have questions, please do not hesitate to contact your school counselor or me.

Respectfully,

Heather P. Mullins

Chief Academic Officer